

DDE link in Calc

Creating a DDE link in Calc is similar to creating a cell reference. The process is a little different, but the result is the same. Carry out the following steps to create a DDE link from one Calc spreadsheet to another:

- 1) In Calc, open the spreadsheet that contains the original data that you want to link to.
- 2) Select the cells that you want to make the DDE link to.
- 3) Copy the cells to the clipboard by, for example, selecting **Edit > Copy** on the Menu bar, or clicking the **Copy** icon on the Standard toolbar, or right-clicking the selected area and selecting **Copy** in the context menu, or pressing **Ctrl+C**.
- 4) Open the second spreadsheet that will contain the linked data.
- 5) Click in the top left cell of the area in the second spreadsheet where you want the linked data to appear.
- 6) On the second spreadsheet, select **Edit > Paste Special > Paste Special** on the Menu bar, or right-click the top left cell of the area and select **Paste Special > Paste Special** in the context menu, or press **Ctrl+Shift+V**.
- 7) Calc displays the Paste Special dialog (Figure 405).

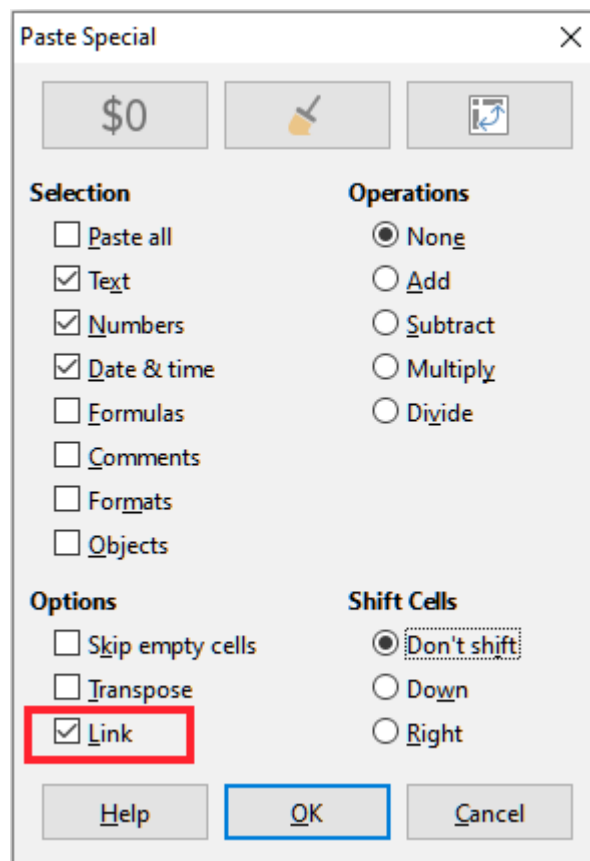


Figure 405: Paste Special dialog

- 8) Select the **Link** option on the Paste Special dialog (highlighted with a red box on Figure 405) and then click the **OK** button.

If you now click on one of the linked cells you will see that the Formula bar shows a reference beginning with the characters `{=`. See Figure 406 for an example, highlighted with a red box.

- 9) Save and close both spreadsheets.